


All Items Underlined In Red Must Be Completed

	The Commonwealth of Massachusetts Board of Building Regulations and Standards Massachusetts State Building Code, 780 CMR Building Permit Application To Construct, Repair, Renovate Or Demolish a <u>One- or Two-Family Dwelling</u>	FOR MUNICIPALITY USE <i>Revised Mar 2011</i>			
This Section For Official Use Only					
Building Permit Number: _____		Date Applied: _____			
_____ Building Official (Print Name) Signature Date					
SECTION 1: SITE INFORMATION					
<u>1.1 Property Address:</u>		<u>1.2 Assessors Map & Parcel Numbers</u>			
1.1a Is this an accepted street? yes _____ no _____		Map Number _____ Parcel Number _____			
<u>1.3 Zoning Information:</u>		<u>1.4 Property Dimensions:</u>			
Zoning District _____ Proposed Use _____		Lot Area (sq ft) _____ Frontage (ft) _____			
<u>1.5 Building Setbacks (ft)</u>					
Front Yard		Side Yards			
Required	Provided	Required			
_____	_____	Provided			
_____	_____	Required			
_____	_____	Provided			
_____	_____	Required			
_____	_____	Provided			
<u>1.6 Water Supply:</u> (M.G.L c. 40, §54)		<u>1.7 Flood Zone Information:</u>			
Public <input type="checkbox"/> Private <input type="checkbox"/>		Zone: _____ Outside Flood Zone? _____ Check if yes <input type="checkbox"/>			
		<u>1.8 Sewage Disposal System:</u>			
		Municipal <input type="checkbox"/> On site disposal system <input type="checkbox"/>			
<u>SECTION 2: PROPERTY OWNERSHIP¹</u>					
<u>2.1 Owner¹ of Record:</u>					
Name (Print) _____		City, State, ZIP _____			
No. and Street _____		Mobile Phone _____ Email Address _____			
Address for Service if Different _____					
<u>SECTION 3: DESCRIPTION OF PROPOSED WORK² (check all that apply)</u>					
New Construction <input type="checkbox"/>	Existing Building <input type="checkbox"/>	Owner-Occupied <input type="checkbox"/>	Repairs(s) <input type="checkbox"/>	Alteration(s) <input type="checkbox"/>	Addition <input type="checkbox"/>
Demolition <input type="checkbox"/>	Accessory Bldg. <input type="checkbox"/>	Number of Units _____	Other <input type="checkbox"/> Specify: _____		
<u>Brief Description of Proposed Work²:</u>					

SECTION 4: ESTIMATED CONSTRUCTION COSTS					
Item	<u>Estimated Costs:</u> <u>(Labor and Materials)</u>	Official Use Only			
<u>1. Building</u>	\$ _____	1. Building Permit Fee: \$ _____ Indicate how fee is determined: <input type="checkbox"/> Standard City/Town Application Fee <input type="checkbox"/> Total Project Cost ³ (Item 6) x multiplier _____ x _____ 2. Other Fees: \$ _____ List: _____ _____ Total All Fees: \$ _____ Check No. _____ Check Amount: _____ Cash Amount: _____ <input type="checkbox"/> Paid in Full <input type="checkbox"/> Outstanding Balance Due: _____			
2. Electrical	\$ XXXXXX				
3. Plumbing	\$ XXXXXX				
4. Mechanical (HVAC)	\$ XXXXXX				
5. Mechanical (Fire Suppression)	\$ XXXXXX				
<u>6. Total Project Cost:</u>	\$ _____				

SECTION 5: CONSTRUCTION SERVICES

5.1 Construction Supervisor License (CSL)

Name of CSL Holder

No. and Street

City/Town, State, ZIP

Mobile Phone

Email address

License Number

Expiration Date

List CSL Type (see below)

Type	Description
U	Unrestricted (Buildings up to 35,000 cu. ft.)
R	Restricted 1&2 Family Dwelling
M	Masonry
RC	Roofing Covering
WS	Window and Siding
SF	Solid Fuel Burning Appliances
I	Insulation
D	Demolition

5.2 Registered Home Improvement Contractor (HIC)

HIC Company Name or HIC Registrant Name

No. and Street

City/Town, State, ZIP

Mobile Phone

HIC Registration Number

Expiration Date

Email address

SECTION 6: WORKERS' COMPENSATION INSURANCE AFFIDAVIT (M.G.L. c. 152, § 25C(6))

Workers Compensation Insurance affidavit must be completed and submitted with this application. Failure to provide this affidavit will result in the denial of the Issuance of the building permit.

Signed Affidavit Attached? Yes ☐ No ☐

SECTION 7a: OWNER AUTHORIZATION TO BE COMPLETED WHEN OWNER'S AGENT OR CONTRACTOR APPLIES FOR BUILDING PERMIT

I, as Owner of the subject property, hereby authorize _____
to act on my behalf, in all matters relative to work authorized by this building permit application.

Print Owner's Name (Electronic Signature)

Date

SECTION 7b: OWNER¹ OR AUTHORIZED AGENT DECLARATION

By entering my name below, I hereby attest under the pains and penalties of perjury that all of the information contained in this application is true and accurate to the best of my knowledge and understanding.

Print Owner's or Authorized Agent's Name (Electronic Signature)

Date

NOTES:

1. An Owner who obtains a building permit to do his/her own work, or an owner who hires an unregistered contractor (not registered in the Home Improvement Contractor (HIC) Program), will ***not*** have access to the arbitration program or guaranty fund under M.G.L. c. 142A. Other important information on the HIC Program can be found at www.mass.gov/oca Information on the Construction Supervisor License can be found at www.mass.gov/dps

2. **When substantial work is planned, provide the information below:**

Total floor area (sq. ft.) _____	(including garage, finished basement/attics, decks or porch)
Gross living area (sq. ft.) _____	Habitable room count _____
Number of fireplaces _____	Number of bedrooms _____
Number of bathrooms _____	Number of half/baths _____
Type of heating system _____	Number of decks/ porches _____
Type of cooling system _____	Enclosed _____ Open _____

3. "Total Project Square Footage" may be substituted for "Total Project Cost"



The Commonwealth of Massachusetts
Department of Industrial Accidents
1 Congress Street, Suite 100
Boston, MA 02114-2017
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: Builders/Contractors/Electricians/Plumbers.
TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Name (Business/Organizational/Individual): _____

Address: _____ City: _____

State: _____ Zip: _____ Phone #: _____

Are you an employer? Check the appropriate box:	Type of project (required):
1. I am an employer with _____ employees (full and/or part time)*	7. New construction
2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required.]	8. Remodeling
3. I am a homeowner doing all work myself. [No workers' comp. insurance required]†	9. Demolition
4. I am a homeowner and will be hiring contractors to conduct all work on my property. I will ensure that all contractors either have workers' compensation insurance or are sole proprietors with no employees.	10. Building addition
5. I am a general contractor and I have hired the sub-contractors listed on the attached sheet. These sub-contractors have employees and have workers' comp. insurance.‡	11. Electrical repairs or additions
6. We are a corporation and its officers have exercised their right of exemption per MGL. c. 152, §1(4), and we have no employees. [No workers' comp. insurance required.]	12. Plumbing repairs or additions
	13. Roof Repairs
	14. Other

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

†Homeowners who submit this affidavit indicating they are doing all work and then hire outside contractors must submit a new affidavit indicating such.

‡Contractors that check this box must attach an additional sheet showing the name of the sub-contractors and state whether or not those entities have employees. If the sub-contractors have employees, they must provide their workers' comp. policy number.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy and job site information.

Insurance Company Name: _____

Policy # or Self-ins. Lic. #: _____ Expiration Date: _____

Job Site Address: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under MGL. c. 152, §25A is a criminal violation punishable by a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. A copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct, and that clicking this checkbox and typing my name in the field below will act as my signature.

Name: _____ Date: _____

Phone #: _____ Email: _____

Information and Instructions

Massachusetts General Laws chapter 152 requires all employers to provide workers' compensation for their employees. Pursuant to this statute, an **employee** is defined as "...every person in the service of another under any contract of hire, express or implied, oral or written."

An **employer** is defined as "an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer."

MGL chapter 152, §25C(6) also states that **"every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required."** Additionally, MGL chapter 152, §25C(7) states "Neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority."

Applicants

Please fill out the workers' compensation affidavit completely, by checking the boxes that apply to your situation and, if necessary, supply sub-contractor(s) name(s), address(es) and phone number(s) along with their certificate(s) of insurance. Limited Liability Companies (LLC) or Limited Liability Partnerships (LLP) with no employees other than the members or partners, are not required to carry workers' compensation insurance. If an LLC or LLP does have employees, a policy is required. Be advised that this affidavit may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, **not** the Department of Industrial Accidents. Should you have any questions regarding the law or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below. Self-insured companies should enter their self-insurance license number on the appropriate line.

City or Town Officials

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. In addition, an applicant that must submit multiple permit/license applications in any given year, need only submit one affidavit indicating current policy information (if necessary) and under "Job Site Address" the applicant should write "all locations in _____ (city or town)." A copy of the affidavit that has been officially stamped or marked by the city or town may be provided to the applicant as proof that a valid affidavit is on file for future permits or licenses. A new affidavit must be filled out each year. Where a home owner or citizen is obtaining a license or permit not related to any business or commercial venture (i.e. a dog license or permit to burn leaves etc.) said person is NOT required to complete this affidavit.

The Office of Investigations would like to thank you in advance for your cooperation and should you have any questions, please do not hesitate to give us a call.

The Department's address, telephone and fax number:

The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
1 Congress Street, Suite 100
Boston, MA 02114-2017

Tel. # 617-727-4900 ext 7406 or 1-877-MASSAFE

Fax # 617-727-7749

www.mass.gov/dia

Revised 7-2013



Town of Arlington
Inspectional Services Department
23 Maple Street
Arlington, MA 02476
781-316-3390

Inspectionalservices@town.arlington.ma.us

APPLICATION FOR DUMPSTER / POD PERMIT

To be filled out by Applicant:

Date: _____

Fee Required \$24.00


Name: _____

Location: _____

Telephone Number: _____

Dumpster/Pod Location: _____

Email: _____



Michael Ciampa
Interim Director of Inspectional Services

Cc: Juliann Flaherty, Chief of Police

Please Note:
Vehicles must be removed during snow emergencies



TOWN OF ARLINGTON
Inspectional Services Department
23 Maple Street
Arlington, Massachusetts 02476
Office (781) 316.3390
inspectionalservices@town.arlington.ma.us

780 CMR 111.5 & 5111.5 Debris. As a condition of issuing a permit for the demolition, renovation, rehabilitation or other alteration of a building or structure, M.G.L. c. 40, § 54 requires that the debris resulting there from shall be disposed of in a properly licensed solid waste disposal facility as defined by M.G.L. c. 111, § 150A. Signature of the permit applicant, date and number of the building permit to be issued shall be indicated on a form provided by the building department, and attached to the office copy of the building permit retained by the building department. If the debris will not be disposed of as indicated, the holder of the permit shall notify the building official, in writing, as to the location where the debris will be disposed; also refer to DEP Regulations 310 CMR 7.09(2) and 310 CMR 7.15, when applicable.

In accordance with the provisions of MGL c 40, S 54, a condition of Building Permit Number _____ is that the debris resulting from this work shall be disposed of in a properly licensed solid waste disposal facility as defined by MGL c 111, S 150A. The debris will be disposed of in:

LOCATION OF FACILITY _____

CONSTRUCTION SITE ADDRESS _____

Signature of Applicant _____ Date _____

AFFIDAVIT

As a result of the provisions of MGL c 40, S 54, I acknowledge that as a condition of Building Permit Number _____ all debris resulting from the construction activity governed by this Building Permit shall be disposed of in a properly licensed solid waste disposal facility, as defined by MGL c 111, S 150A.

I certify that I will notify the Building Official by _____ (two months maximum) of the location of the solid waste disposal facility where the debris resulting from the said construction activity shall be disposed of, and I shall submit the appropriate form for attachment to the Building Permit.

Signature of Applicant _____ Date _____

(PRINT OR TYPE THE FOLLOWING INFORMATION)

Name of Permit Applicant _____

Firm Name, if any _____

ARTICLE 16 TREE PROTECTION AND PRESERVATION¹

(ART. 22, ATM – 05/02/16)(ART. 14, ATM – 04/23/18)(ART. 32, ATM 05/01/19)

Section 1. Findings and Purpose

The Town of Arlington finds that preservation of the tree canopy and planting of replacement trees is essential to preserving the character and aesthetic appearance of the Town and maintaining quality of life and the environment in the Town. Trees improve air quality, protect from heat and glare, reduce noise pollution, limit topsoil erosion and storm water runoff, provide natural flood control, enhance property values, contribute to the distinct character of neighborhoods, and offer natural privacy to neighbors.

Section 2. Definitions

A. The following definitions shall apply to this By-law:

“Building Footprint” – Outline the total area covered by a building’s perimeter at ground level.

“Caliper” – Diameter of a tree trunk (in inches) measured six inches above the ground for trees up to and including four-inch diameter, and 12 inches above the ground for larger trees.

“DBH (Diameter at Breast Height)” – Diameter of a tree trunk measured in inches at a height of four and a half (4 1/2) feet above the ground; or, for multiple-trunk trees, the measured in inches at a height of four and a half (4 1/2) feet above the ground; or, for multiple-trunk trees, the aggregate diameters of the multiple trunks at a height of four and a half (4 1/2) feet above ground.

“Demolition” – Any act of destroying, pulling down, removing or razing a building or commencing the work of total or substantial destruction of a building.

“Protected Tree” – Any existing healthy tree on private land with a DBH of eight (8) inches or greater, located in the setback area, which does not pose an immediate hazard to person or property or is not under imminent threat of disease or insect infestation.

“Setback Area” – The Portion of the property which constitutes the minimum depth of side, rear and front yards as per the Zoning Bylaw of the Town of Arlington.

“Tree Fund” – An existing Town account established for the purpose of buying, planting, and maintaining trees in the Town which may receive deposit of contributions in lieu of planting new trees by property owners and fines collected under this By-law.

“Tree Plan” – A site plan drawn and stamped by a certified land surveyor or engineer showing all Protected Trees in the setback areas, public shade trees near the property, and indicating, on the site plan or in a separate document, which Protected Trees will be retained, which will be removed, and, how critical root zones of each Protected Tree and public shade tree will be protected from damage during site work.

“Tree Removal” – The cutting down of a tree, or the effective destruction, intentional or unintentional, of a tree during demolition or construction activities.

“Tree Warden” – The Tree Warden or his/her designee.

B. Additional definitions may be provided in rules and regulations approved by the Select Board where consistent with intent and efficient execution of this By-law.

Section 3. Applicability

A. The requirements of this By-law and all applicable rules and regulations apply to the following Circumstances:

- (1) Proposed demolition of an existing residential or non-residential structure;
- (2) Proposed construction on a developed lot which would result in an increase of 50 percent or more of the total building footprint of the new structure(s) when compared to the total footprint of pre-existing structures; or
- (3) Proposed construction of any scope on a lot with no residential or non-residential structure on it.

B. Sites under the jurisdiction of the Arlington Redevelopment Board (“ARB”) or the ARB as the Planning Board, the Zoning Board of Appeals, or the Conservation Commission pursuant to Arlington’s Wetlands Protection By-law (Title V, Article 8) may waive the requirements of this By-law in full or in part where such waiver serves the interest of the community and the reasons therefore are memorialized by such bodies.

C. The requirements of this By-law shall not apply to trees defined as Public Shade Trees under G.L. c.87 § 1.

¹ <https://www.arlingtonma.gov/town-governance/laws-and-regulations/town-bylaws/title-v-regulations-upon-the-use-of-private-property#A16>

Section 4. Procedures and Requirements for the Preservation of Trees

A. Removal of Protected Trees on applicable sites shall be prohibited unless such removal is authorized by a written approval of the Tree Plan and commencement of work, in accordance with this Bylaw.

B. In all instances of construction or demolition as defined and applicable herein, the owner of the property shall submit a Tree Plan accompanied by a fee of \$50, to the Tree Warden prior to or concurrent with an application for a building or demolition permit. Additionally, if any Protected Trees were removed during the 12 months preceding the application for a building or demolition permit, such trees shall be accounted for on the Tree Plan to the best of the owner's ability, and shall be mitigated pursuant to paragraph 4.C

C. For each Protected Tree removed, there shall be payment made to the Tree Fund, prior to the commencement of work on the property, in the amount set by a mitigation schedule approved by the Select Board assigning a value per inch of DBH of Protected Tree(s) to reflect the cost of planting and caring for new public trees, which the Town shall use to plant replacement trees in the vicinity of the tree removal or in other locations in the discretion of the Tree Warden.

D. If the Tree Plan is consistent with the requirements of this Bylaw, the Tree Warden shall so certify in writing approving the Tree Plan and commencement of work. Said certification shall occur within 10 business days. If the Tree Plan as submitted does not satisfy the requirements of this By-law and associated rules and regulations, the Tree Warden shall so notify the applicant with recommendations to achieve compliance. The Tree Warden shall be permitted access to the site during normal business hours to verify and ensure compliance with the approved Tree Plan.

E. An Owner aggrieved of the Tree Warden's determination on a Tree Plan, or with respect to the need for such a plan, may appeal such determinations to the Select Board at a public hearing. A written decision on such appeals shall be rendered with 14 business days of the close of such hearing(s).

Section 5. Enforcement and Fines

A. Following a determination of violation by the Tree Warden, an owner shall be subject to fines for the activities listed below, to be paid into the Tree Fund, said fines to be set forth in rules and regulations issued by the Select Board.

Said activities are:

(1) Removal of a Protected Tree on an applicable site without prior written approval of commencement of work per Section 4.D, \$300 per day of work. There shall also be a fine for each Protected Tree removed.

(2) Removal of a Protected Tree which is not identified for removal in the Tree Plan. There shall be a fine for each Protected Tree removed, \$300.

(3) Failure to mitigate tree removal within the time set forth in Section 4.C of this By-Law. There shall be a fine of \$300 for each day until mitigation is achieved.

B. Wherever there is reasonable cause to believe that an owner or their agent willfully violates this By-Law or an approved Tree Plan, the Town may institute a civil action for injunctive relief in a court of competent jurisdiction ordering appropriate parties to correct a condition in violation, or to cease an unlawful use of the property.

C. An owner aggrieved of the Tree Warden's determination of violation(s) may appeal such determination(s) to the Select Board at a public hearing.

Section 6. Administration

The Select Board shall establish further administrative rules and regulations for the review and approval of Tree Plans, as well as enforcement determinations necessary to effectuate the purposes of this bylaw, including, but not limited to further definitions, tree plan requirements, and procedures determinations. Failure to issue rules and regulations will not have the effect of suspending or invalidating this By-law.

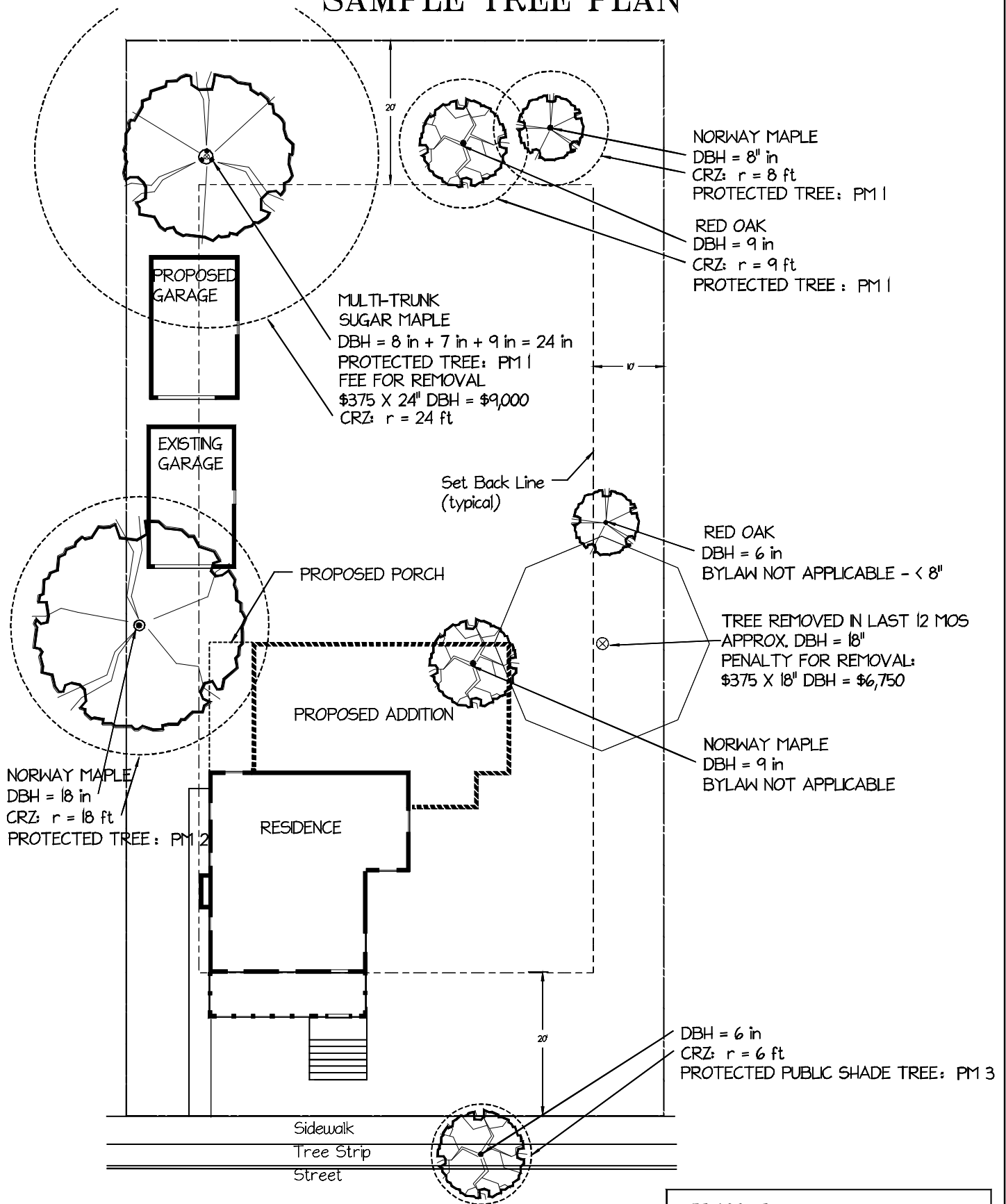
Section 7. Severability Clause

If any provision of this By-law is declared unconstitutional or illegal by final judgment, order or decree of the Supreme Judicial Court of the Commonwealth, the validity of the remaining provisions of this By-law shall not be affected thereby.

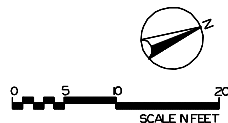
Section 8. Relationship to Other Laws

Nothing in this By-law shall be construed to restrict, amend, repeal, or otherwise limit the application or enforcement of existing Town of Arlington By-laws or laws of the Commonwealth of Massachusetts.

SAMPLE TREE PLAN



LEGEND
CRZ = CRITICAL ROOT ZONE
DBH = DIAMETER AT BREAST HEIGHT
PM = PROTECTION METHOD



SITE ADDRESS:
CONTRACTOR:
ENGINEER/SURVEYOR:



PROTECTING TREES DURING CONSTRUCTION

Trees require careful protection during construction. Arlington requires the development of a Tree Plan and adherence to Tree Protection Methods.

Step 1. Develop a Tree Plan (See attached sample *Tree Plan*)

- Develop a Tree Plan utilizing a copy of the site plan drawn and stamped by a certified land surveyor or engineer. Consulting with an arborist, engineer, landscape architect/designer or other professional is recommended
- Show all **Protected Trees** (trees of 8" DBH¹ or greater within the setbacks of the property) and **Public Shade Trees** (trees growing on all public ways or sidewalks) of any size in the vicinity
- Identify and indicate species and size of all trees shown on the Tree Plan
- For each **Protected Tree and Public Shade Tree**:
 - Indicate the **Critical Root Zone** (CRZ = 1 foot for every 1" DBH)
 - Indicate a CRZ Protection Method (See Step 2. Protect Trees During Construction)
- For each **Protected Tree** to be removed, note the applicable fee (\$375 per inch DBH)
- Indicate **Protected Trees** removed in the last 12 months, note applicable fee (\$375 per inch DBH)
- Submit Tree Plan to Arlington's Tree Warden for review and discussion of trees to be preserved, transplanted, protected, or removed

Other tree planning considerations:

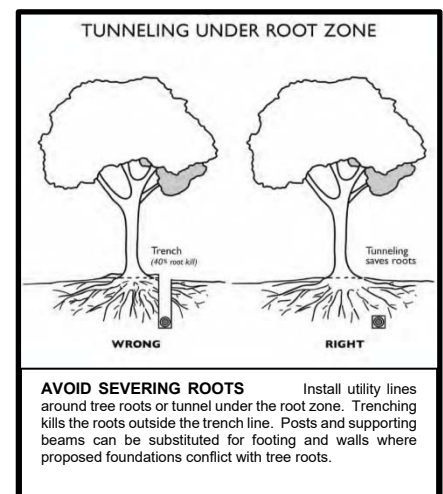
Prune Only as Necessary Carefully prune protected trees only as needed to remove broken branches, to enhance their natural form and to fit with the proposed buildings.

Transplant when Possible Identify desirable trees in the way of construction. If they can be transplanted on site, incorporate them into site design.

Utility Lines Locate all new underground utility lines outside the CRZ of trees to be saved. Tree roots tend to be in the top 3 feet of soil, which might allow boring for utilities to be done under the tree roots (See *Tunneling Under Tree Roots*).

Design for Foundations - Posts and pillars can be substituted for footings and walls where proposed foundations conflict with tree roots.

Water Trees - Particularly any transplanted tree, should be carefully kept watered throughout construction.



¹ DBH: Diameter at Breast Height = tree size is measured as the diameter at 4.5 feet from the ground

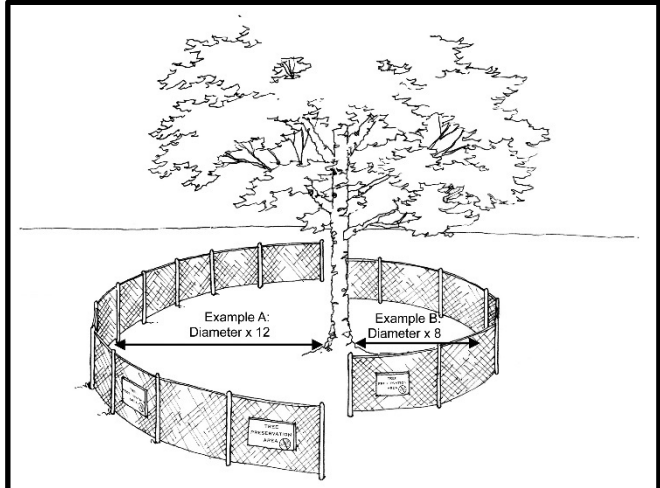
Step 2. Protect Trees During Construction²

Install tree protection around trees according to the recommended tree protection methods for the duration of construction:

Protection Method 1:

Fencing around Critical Root Zone (CRZ)

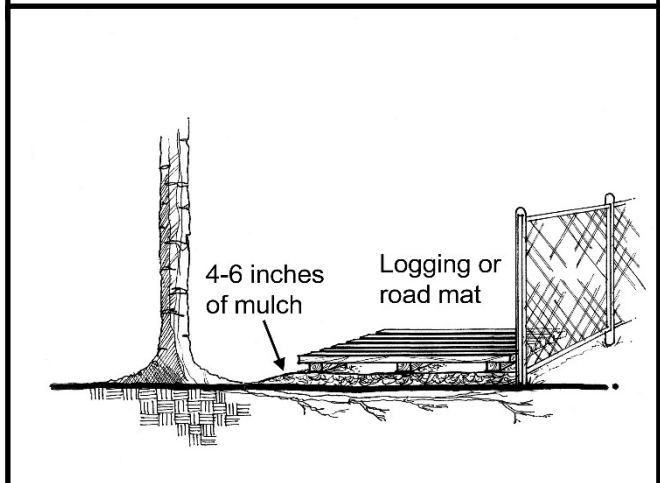
This method should be used to protect the CRZ from vehicles, other machinery, and storage of construction material. The fencing should be semi-permanent and will prevent vehicles from entering the CRZ. Follow example A: Use heavy gauge chain-link fencing to demarcate a protection zone that is 1 foot wide per 1" DBH of the protected tree. If chain-link fencing is not available, use snow fencing with stakes. Signage identifying it as a "Tree Preservation Zone" helps.



Protection Method 2:

Soil and root protection within CRZ

This method should be used when vehicles or machinery must cross the CRZ to complete construction. Use 4-6" of mulch over the entire CRZ, then lay Dura-mats on top to create a raised roadbed to drive over. Plywood can be used if Dura-mats are not available. Remove mulch from CRZ when project is complete.

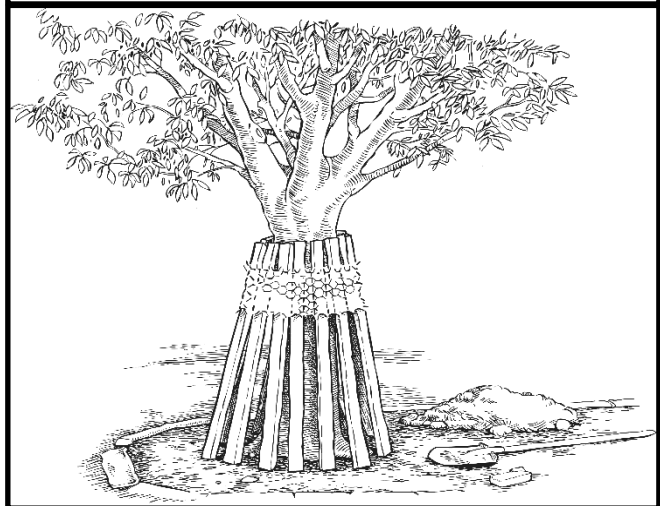


Protection Method 3:

Trunk and buttress root protection

This method should be used when the tree is close to a structure, sidewalk, or hardscape, and in conjunction with Protection Method 2.

Wrap the trunk with burlap, then surround the tree trunk with 2x4s, angled slightly to protect the root flare when possible. Secure the 2x4s with wire or rope, but do not puncture the trunk itself with nails or other attachments



² Images courtesy of International Society of Arboriculture

Attention Builders and Developers:

Expanded Residential Construction Requirements

If You Are:

- Demolishing a Structure
- Performing Open Foundation Excavation
- Constructing a New Residential Building
- Building a Large Addition (increase of ≥ 750 sq. ft., OR $\geq 50\%$ of existing GFA)

You Must:

1. Deliver the Attached "Arlington Residential Construction Notification" to Neighbors Before Commencing Work:

Who: Abutters and Occupants within 200 Feet

When: At least 7 days before any work is performed, or within 7 calendar days of filing a building permit application, whichever date is earlier

How: Via USPS First Class Mail

2. Submit to Inspectional Services a Signed Copy of the Attached "Good Neighbor" Agreement
3. Submit to Inspectional Services a Completed Copy of the "Arlington Residential Construction Notification"
4. Submit to Inspectional Services a List of Persons Notified in "#1" Above
5. Certify to Inspectional Services the Notices Were Mailed on _____
by signing below: (Date)

(Signature)

(Date)

Arlington Residential Construction "Good Neighbor" Agreement

This agreement applies to residential construction projects including: demolitions, open foundation excavation, new construction, or large addition projects.

The undersigned hereby acknowledges that they are responsible for compliance with the conditions listed below.

Project Address:			
Permit (s) #	Date Issued:	Est. Start Date:	Est. Completion Date:
Property Owner:		Telephone:	Owner Email:
Owner Address:			
Owner Signature:			Date:
Contractor Name:		Telephone:	Contractor Email:
Contractor Address:			
Contractor Signature:			Date:

1. **Hours of Operation:** Construction and demolition activities are allowed only between the hours of 8:00a.m. to 6:00p.m., Monday through Friday, and between the hours of 9:00a.m. to 5:00p.m. on Saturdays, Sundays and legal holidays.
2. **Noise:** The Contractor shall plan for and implement reasonable measures to mitigate nuisance noise by limiting use of noise generating equipment and vehicles, avoiding use of such equipment in immediate proximity to an adjacent residential use, and providing barriers along the path of the noise, to the extent reasonable. Contractors shall not permit, either willfully, negligently, or by failure to provide necessary equipment or facilities or to take necessary precautions, the production of sound greater than 85 dB(A) at any time unless specifically authorized to do so.
3. **Open Excavations:** Barriers shall be erected or other suitable measures taken to protect persons from damages incident thereto.
4. **Drive Entrance:** A drive entrance pad, or its equivalent, shall be placed, utilized, and maintained on site to provide an area where construction vehicles entering and exiting the site can remove mud and sediment from tires prior to driving on public or private ways, unless determined to be technically infeasible by the Building Inspector.
5. **Dumpster / Waste:** A dumpster permit shall be obtained from Inspectional Services prior to placement on the site. When possible, dumpsters shall be located completely on project site to limit traffic and public safety concerns. Explicit approval must be given for placement on a public way. Dumpsters and waste shall be maintained in a sanitary condition, free of an overflowing condition and secured/covered daily; and at a minimum shall be cleaned or removed every thirty (30) calendar days.
6. **Portable Restrooms:** Portable restrooms shall be secured, maintained to prevent nuisance conditions, free from the public way, and placed at least ten (10) feet from adjacent residential properties unless otherwise permitted by the Town through the Building Inspector.
7. **Equipment / Materials:** Construction equipment and materials shall be stored in safe, secure and non-obstructive locations on the site; equipment and materials no longer to be used on the site shall be removed within fourteen (14) days, unless otherwise permitted by the Building Inspector.
8. **Parking:** Contractor parking shall comply with all applicable parking regulations, including but not limited to observing no parking zones or other on-street parking restrictions as well as parking bans. No Contractor shall

park upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.

9. Idling of Vehicles: All motor vehicles shall comply with Massachusetts anti-idling law. No person shall allow unnecessary operation of the engine while the vehicle is stopped for a period of time in excess of five (5) minutes, unless the engine is being used to power another device.
10. Dust Control: The Contractor shall not permit dust emissions beyond the vertically extended property line of the site which cause or contribute to a condition of air pollution in accordance with 310 CMR 7.09. The Contractor shall arrange in advance for the Arlington Fire Department to provide water for dust control during the complete demolition of a building. Dust should be suppressed before it becomes airborne through application of water, treatment with surface binding agents, and ceasing dust generating activities on windy days, or by sufficiently shrouding the dust generating activity or erecting a barrier to contain particulate matter. No debris shall be deposited into the dumpster from any story above the first unless contained within a covered demolition chute. The Contractor shall monitor the site to ensure visible dust emissions are not traveling beyond the property boundary and depositing on neighboring properties.
11. Snow Removal: Snow and ice shall be removed from abutting sidewalks within eight hours between sunrise and sunset after such snow and ice have come upon the sidewalk. The Contractor shall comply with all snow emergency restrictions. No vehicle shall interfere with plowing or snow and ice removal.
12. Tree Protection: Public Shade Trees (street trees) are protected under M.G.L. c.87. No tree shall be cut, pruned, trimmed, marked, posted, removed, or altered, including roots, in any such manner without written permission of the Tree Warden. For trees located on the lot, a Tree Plan, if required under Title V, Article 16: Tree Protection and Preservation, must be reviewed and approved by the Tree Warden, and complied with during the course of construction.
13. Runoff and Sediment Control: The Contractor shall install and properly maintain a sedimentation and erosion control program that includes best management practices that are appropriate for the conditions of the site to prevent soils from being deposited onto adjacent properties, rights-of-way and public stormwater drainage systems. Projects that involve development of a previously undeveloped vacant lot resulting in more than 500 square feet of impervious area, or alteration of a developed property resulting in an increase to impervious area of more than 350 square feet require compliance with Title V, Article 15: Storm Water Mitigation. A Stormwater Management Plan must be submitted to the Town Engineer for review and approval. A pre-development runoff analysis is required. Existing conditions must be observed prior to development and/or excavation.
14. Damage to Public Property: The Contractor must repair any damage caused to public property, streets and sidewalks. All restoration activities pursuant to damage, or post-construction restoration activities pursuant to a Street Occupancy & Trench Permit, must be completed to the satisfaction of the Director of Public Works. It is recommended the Contractor take photographs to document existing conditions before commencing work.
15. Protection of Adjoining Property: Adjoining properties shall be protected from damage during and construction work on the permit site. Lateral supports shall not be removed from any footing or foundation without first protecting against settlement or lateral translation. The Building Inspector may require a soils investigation report and/or shoring plan at the expense of the Contractor.

Failure to comply with the conditions of this agreement may result in STOP work orders and/ or fines in accordance with the Bylaws of the Town of Arlington and other applicable laws and regulations.

Arlington Residential Construction Notification

(Date)

Dear Neighbor,

Attached please find a copy of the *proposed* site plan for: _____

(Address)

Beginning on _____, we plan to (check all that apply):
(Date)

- ☐ Demolish the Existing Structure
- ☐ Excavate for a Foundation
- ☐ Build a Large Addition
- ☐ Build a New Residential Structure

The proposed work schedule is (days and times): _____

To protect abutters, we plan to take the following precautions:

- Open Excavation Safety: _____
 - Noise Abatement: _____
 - Dust Control: _____
 - Waste Management: _____
 - Pest Control: _____
 - Other: _____
- _____

We anticipate the project will take _____ month(s) to complete. Please contact me with any questions.

Thank you,

(Contractor Name)

(Contractor Phone Number)